



**MINUTES OF THE AD HOC COMMITTEE
ON DEVELOPMENT SERVICES**

SAN JOSE, CALIFORNIA

THURSDAY, AUGUST 25, 2016

The Ad Hoc Committee on Development Services convened in Regular Session at 9:01 a.m. in the City Manager's Conference Room 1734, The Tower, City Hall.

PRESENT: Mayor Sam Liccardo, Vice Mayor Rose Herrera, Council Member Johnny Khamis, Council Member Raul Peralez and Council Member Manh Nguyen.

ABSENT: All Present.

STAFF: City Attorney Richard Doyle, City Manager Norberto Dueñas, Assistant City Manager David Sykes, Deputy City Manager/Director of Economic Development Kim Walesh, Assistant Director of Economic Development Nanci J. Klein, Director of Planning, Building and Code Enforcement Harry Freitas, Director of Public Works Barry Ng, Fire Chief Curtis Jacobson, Mayor's Office Ru Weerakoon, Mayor's Office Shireen Santosham and Deputy City Clerk Susan M. Davis.

INTRODUCTION

Documents Filed: Draft List of Development Services Major Projects List.

Mayor Sam Liccardo presented introductory comments.

- A. Key Process Improvements.**
- B. Update on Development Services Staffing.**

Director of Planning, Building and Code Enforcement Harry Freitas provided introductory remarks.

Building Office Chu Chang, Planning Official Steve McHarris, Director of Public Works Barry Ng, Division Manager of Public Works Michael Liw and Assistant Fire Chief Johnny Dellinger presented the Key Process Improvements and an Update on Development Services Staffing.

- A. Key Process Improvements. (Cont'd.)**
- B. Update on Development Services Staffing. (Cont'd.)**

Mayor Sam Liccardo requested a single dashboard that focuses on a limited number of performance metrics in order to change processes, evaluate progress and to offer more information to the business community.

- C. Status Report on Major Development Projects.**

Director of Planning, Building and Code Enforcement Harry Freitas presented a Status Report on a select number of major projects that are under construction and in the entitlement process.

Council Member Johnny Khamis suggested relieving the pressure of the entitlement process by creating self-permitting processes and to consider evaluating the payment of fees at building occupancy.

- D. Customer/Public Feedback**

Mayor Sam Liccardo opened the floor for public testimony.

Several representatives of the development community were in attendance including: Curtis Leigh, Hunter Properties; Henry Cord, Cord Associates; Don Little, Trammell Crow Company; Sal Caruso, Caruso Designs; Dennis Martin, BIA Bay Area; David Andris, South Bay Development; Reyad Katwan, Republic Family of Companies; Mark Tersini, KT Urban; Pat Sausedo, NAIOP Silicon Valley; Elissa Ouyang, California Water Service Company; Peter Larko, J.P. DiNapoli Companies, Inc.; Chris Neale, The Core Companies and Don Imwalle, Imwalle Properties. Representatives of the Silicon Valley San José Chambers of Commerce, San José Downtown Association and SPUR were present.

The development community thanked and acknowledged the good efforts of Staff and offered recommendations as follows:

- (1) More integration between Development Services Departments.
- (2) Provision of target hearing dates early in the process.
- (3) Offering a “warm welcome” to developers.
- (4) A shorter architectural design review process.
- (5) Consideration of separating the building permit process from off-site permits.
- (6) Providing contact information for Development Services Project Managers through SJPermits.
- (7) Creating a shorter process to deliver affordable housing, by-right housing and density bonuses.
- (8) Empowering lower level Staff to make decisions.
- (9) Adding Staff to the Environmental Review Team.
- (10) Enabling developers to estimate City fees through a simpler format.
- (11) Creating consistency between the General Plan and Specific Plans.

Committee Discussion

Vice Mayor Rose Herrera requested that Staff return with responses and solutions to the development community recommendations.

Council Member Raul Peralez agreed with the comments presented by the development community.

Council Member Manh Nguyen recommended facilitating projects by following established timelines closely.

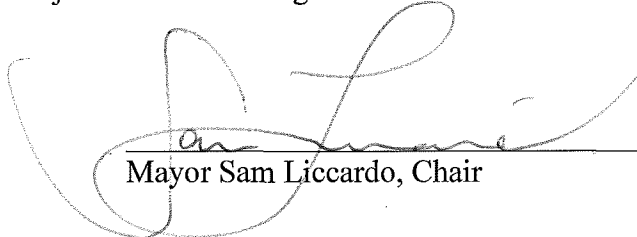
Mayor Sam Liccardo appreciated the feedback from the speakers and encouraged everyone to continue to engage with the Committee.

E. Next Meetings

September 29, 2016	9:00 a.m. -10:30 a.m.
October 27, 2016	9:00 a.m. -10:30 a.m.
November 18, 2016	10:30 a.m. – 12:00 p.m.
December 15, 2016	9:00 a.m. -10:30 a.m.

ADJOURNMENT

Mayor Sam Liccardo adjourned the meeting at 10:30 a.m.



Mayor Sam Liccardo, Chair

SL/smd

Access the video, the agenda and related reports for this meeting by visiting the City's website at <http://www.sanjoseca.gov/civiccenter/ty>. For information on any ordinance that is not hyperlinked to this document, please contact the Office of the City Clerk at (408) 535-1266.